

DRAFT MEETING MINUTES PENDING BOARD APPROVAL

**STATE WORKFORCE DEVELOPMENT BOARD
GENERAL MEETING MINUTES**

DATE: January 13, 2021
TIME: 1:00 p.m. – 3:00 p.m.
LOCATION: Google Meet: meet.google.com/znp-ywtt-owi
Phone: (US) +1 563-316-2638 PIN: 160 751 148#

MEMBERS PRESENT:	Brian Olmstead Bryan Flake Carl Brailsford Casey Cameron Deanna Hopkins Gary Harter Greg Paras James Jackson Jared Haines Jeff Worthington Jim Boyd	Kimberlee Carlile Lisa Angotti Mark Brasher Megen Ralphs Patricia Tueller Sarah Brenna Sarah Dansie Jones Shawn Milne Shawn Newell Tannen Ellis Graham Tommy Montoya	EXCUSED: Elizabeth Garbe Joey Gilbert ABSENT: Anthony Martines Bruce Rigby Connie Nielsen David Gray Diane Lewis Joseph Carlson Kari Mckay Roger Prewitt
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QUORUM: YES

BOARD STAFF: Kim Bartel
Liz Carver
Mahal Roesser

OTHER ATTENDEES:	Aaron Thompson Alexia Murphy Amira Mijic Cassy Hahn Christina Davis Darren Hotton David Busk John Talcott Leah Lobato Lindsay Cropper Loggins Merrill	Melisa Stark Michael Miller Nycole Tyloka Pat Miller Robyn Scribner Sandy Terry Scott Romeny Sheila Olerich Yvette Woodland Zac Whitwell
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ACTION ITEM(S):	ASSIGNED TO:	DUE BY:
1. Correction to draft meeting minutes: Remove Blair Carruth and Jessica Gilmore from the list of board members.	Mahal Roesser	ASAP
2. Send Board Action Items for electronic voting/approval (1C, 1D, 1E).	Mahal Roesser	ASAP

1. WELCOME AND OPENING BUSINESS

Board Chair Megan Ralphs called to order the virtual State Workforce Development Board (SWDB) General Meeting at 1:03 p.m. on Wednesday, January 13, 2020.

A. ACKNOWLEDGMENTS AND INTRODUCTIONS

Board Chair Megan Ralphs welcomed the Board acknowledged efforts of the Executive Committee.

B. APPROVAL OF OCTOBER 8, 2020 MINUTES

Correction to draft meeting minutes: Remove Blair Carruth and Jessica Gilmore from the list of board members. Jared Haines will represent the Board for Higher Education Commissioner.

Board Chair Megan Ralphs called for a motion to approve the meeting minutes of the October 8, 2020 SWDB General Meeting.

MOTION: Jared Haines

SECOND: Shawn Milne

Approve: ALL

Oppose: NONE

C. APPROVAL OF COMPREHENSIVE ONE-STOP CRITERIA

Board Admin Mahal Roesser will send this action item to the SWDB for electronic voting.

D. APPROVAL OF PRICE RECERTIFICATION

The SWDB Executive Committee recommends to the General Board the approval of the Price recertification. **Board Admin Mahal Roesser will send this action item to the SWDB for electronic voting.**

E. APPROVAL OF AFFILIATE RECERTIFICATIONS AND RSO AFFILIATE CERTIFICATION

The SWDB Executive Committee recommends to the General Board the approval of the Affiliate Recertifications and RSO Affiliate Certifications. **Board Admin Mahal Roesser will send this action item to the SWDB for electronic voting.**

2. GOVERNOR’S DESIGNEE REMARKS

Governor’s Designee and New Executive Director of the Department of Workforce Services (DWS) Casey Cameron discussed current department events and provided updates on COVID-19 response, service delivery models, State Labor Exchange, statewide recruitments, executive orders and legislative session.

3. UTAH DEPARTMENT OF CORRECTIONS PUBLIC SERVICE AWARD

Board Member and Director of the Utah State Office of Rehabilitation Sarah Brenna discussed the partnership between Vocational Rehab (VR) and the Department of Corrections and acknowledged recipients of the [Public Service Award](#).

- A. Board Member and Director of the Utah State Office of Rehabilitation Sarah Brenna described efforts of the VR team to assist inmates with disabilities prepare for release back into communities and reduce the gap in services available after release from three months to 48 hours.

4. WORKFORCE DEVELOPMENT OUTREACH

Director of Workforce Development Loggins Merrill summarized highlights from the Quarterly Workforce and Employer Support Update from economic service areas and vocational rehabilitation.

- A. Contact Strategic Communication Manager Christina Davis to contribute to or participate in the Workforce Advantage Email at christinadavis@utah.gov. The workforce Advantage is a monthly employer resource electronic newsletter.

5. WIOA PERFORMANCE MEASURES REPORT

Assistant Director Aaron Thompson and Board Member Brian Olmstead discussed engagement on the Workforce Innovation and Opportunity Act (WIOA) Program and shared highlights from the WIOA Performance Measures Report.

6. COMMITTEE ACTIVITIES AND DISCUSSION

Committee Chairs and Board Members presented updates to the Board from their respective Subcommittees of the SWDB.

A. APPRENTICESHIPS

Commissioner of Apprenticeships Melisa Stark reported an increase in the number of women participating in the virtual job fairs and announced a new Business to Business event scheduled for March 2021, date to be determined.

B. OPERATIONS

Board Member and Operations Committee Co-Chair Deanna Hopkins announced the upcoming recertifications of Provo, Logan and Cedar City in 2021.

C. SERVICES TO INDIVIDUALS WITH DISABILITIES

Director of the Governor's Committee on Employment of People with Disabilities & Business Relations shared highlights from the Golden Key Virtual Event and general updates from the [Governor's Committee](#).

D. YOUTH

Youth Committee Chair and Board Member Tommy Montoya updated the Board on the student-led social media video project targeted to youth for job tips and career-related advice.

E. CAREER PATHWAYS

Committee Chair and Board Member Jim Boyd discussed Talent Ready Utah, STEM, efforts to identify paths and gaps in career paths, need for soft skills, and upcoming focus groups to survey resources and tools available.

7. NEW BUSINESS

Board Chair Megen Ralphs called for new business and referred the Board to the [What's Up Down South](#) packet, 2021 General Meeting Schedule, and informed the Board of the Electronic Meeting Resolution, approved by the Executive Committee, which will be added to the SWDB protocol and Bylaws.

8. PUBLIC COMMENT

No public comment.

9. ADJOURNMENT

Board Chair Megen Ralphs called for a motion to adjourn the virtual General Meeting of the State Workforce Development Board on Wednesday, January 13th, 2021 at 1:07 p.m.

MOTION: Sarah Brenna